

FOREIGN BROADCAST INFORMATION SERVICE

P.O. Box 2604
Washington, D.C. 20013

16 AUG 1988

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Dear [redacted]

Now that your summer assignment with the Administrative Staff has drawn to an end, I would like to thank you for your fine work and dedication. You quickly learned the distribution of the incoming mail, and cables, and your assistance in preparation of outgoing mail was greatly appreciated when you so efficiently filled in for the secretaries on vacation. Your contribution to the cleaning up of the Foreign National files and the processing of their actions was a tremendous help to the Personnel Branch.

Please accept my best wishes for success as you begin your freshman year at St. Joseph's College. We look forward to having you return during your holiday break.

Sincerely,

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[redacted]
Deputy Director

DS&T/FBIS/ADMIN/PERS, [REDACTED] (16Aug88)

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Distribution:

Orig - Addressee

1 - D/FBIS Chrono

1 - SA/CD

1 - Pers/Summer Only File

1 - PERS Chrono